

**MINUTES
PLANNING & ZONING BOARD WORKSHOP
MONDAY, JANUARY 22, 2007
535 PARK AVENUE
LAKE PARK, FLORIDA**

I. Call to order: 7:00 p.m.

II. Roll Call

Jeff Blakely, Chairman	Present
James Dubois, Vice Chairman	Present
Edie McConville	Unexcused
Jeanine Longtin	Excused, Arrived at 7:10 p.m.
Diane Munroe	Present
Tim Stevens, 1 st Alt.	Present
Todd Dry, 2 nd Alt.	Present

III. Approval of Agenda

Mr. Dubois made a motion to approve the agenda. Seconded by Ms. Munroe.

	Aye	Nay
Jeff Blakely	X	
James Dubois	X	
Jeanine Longtin	X	
Diane Munroe	X	
Tim Stevens	X	

Motion carried 5-0

IV. New Business

Mr. Patrick Sullivan stated that the reason the workshop was being held was to discuss signage in the Park Avenue Downtown District. Mr. Sullivan stated that the situation arose at a Magistrate Hearing for a citation on a pole sign, and the gentlemen at the hearing mentioned the fact that other pole signs in the area have not been cited and why did his have to come down when others didn't. The Magistrate asked that the town come back with some sort of plan. Mr. Sullivan gave a short power point presentation that showed the type of signs that are prohibited and signs that are allowed. The power point presentation is marked Exhibit "A" and made a part of these minutes.

Mr. Sullivan stated that any pole sign, any free standing sign is prohibited, along with a cabinet sign, plastic sign letters mounted directly on a building, paper and banner signs,

painted wall sign, monument sign. Mr. Sullivan stated that he did an inventory and found that out of 63 wall signs, 57 were non compliant; and out of 6 freestanding signs, all were non compliant, and out of 1 awning sign, none were non compliant. Mr. Sullivan stated that out of a total of 70 signs, 63 signs were non compliant.

Mr. Sullivan showed the board what kind of signs are allowed. Mr. Sullivan stated that each building needs a common theme for the building and then each business needs to come into compliance. Walls signs with metal letters are permitted in the Park Avenue Downtown District. Mr. Sullivan also stated that they are looking for continuity, meaning the same size, same color, same font, etc. Mr. Sullivan showed a picture of an awning with signage and stated that it was a permitted use; also neon signs using the name of the business only, is a permitted use.

Discussion was held on how some of the signs were permitted; however, Mr. Sullivan stated that all signage is permitted through him. Karen Roselli, Town Attorney, stated that even if someone had a building permit and it was issued by mistake, the Town has the legal right to revoke it and enforce the code. Chairman Blakely stated that the intent of the Park Avenue Downtown District was to have a pedestrian friendly district, and a large sign is not needed as cars are not driving down Park Avenue at 45 miles per hour. Mr. Sullivan stated that the Town was required to notify all property owners by October 6, 1997 of the requirement to remove the non-complying signs, and all non-complying signs were required to come into compliance by August 6, 2002. Neither has occurred.

Mr. Sullivan informed the board that 63 signs have to be replaced and approximately 23 buildings will have to apply for an approved signage plan for their building. Mr. Sullivan suggested that Option 3 be used which is leaving the code as is and notifying the property owners that they have 6 months to come into compliance; also to provide grant money to help defray the cost of conversion.

Mr. Sullivan explained that there is a region's grant available from Palm Beach County and that he would like to see \$500 come from the region's grant money, \$500 from CRA, and the business owner would have to provide \$500 minimum investment. Mr. Sullivan stated that he was just throwing out suggestions at this point. Mr. Todd Dry brought up the façade grant, which is the CRA grant, and it is dependent on need.

Ms. Longtin stated that she felt 6 months was not enough time and the CRA was very strapped for cash. Mr. Sullivan stated that the deadline for the Region's Grant was March 16, 2007, and if he missed this grant it would be another year. Discussion was held between board members and they felt 1 year would be more realistic.

Chairman Blakely called for public comment. Mr. John Little, business owner of 929-949 Park Avenue identified himself for the record. Mr. Little stated that he felt the pedestrian vision was not working, and many of the businesses on Park Avenue are not doing very well. Mr. Little stated that he had a mansard roof and it was quite difficult for him to find a sign that would work well with his roof issue. Mr. Little stated he felt a compromise was needed, as Park Avenue was unique. He suggested using the monument sign as they looked very good along Northlake Boulevard.

Ms. Diane Weibert, Palm Beach County Fire Rescue identified herself for the record. Diane stated that she wanted to address some of the code issues that could cause a conflict in the fact that all buildings have to have the address on it in a minimum of 8 inches numbers, and that unit numbers have to have 4 inch signs. Ms. Weibert stated that when One Park Place is up and running, the town has a conflict that says there are to be no directional signs. The fire code says that when people exit the elevator, there has to be a directional sign for the firefighters and paramedics that says 101-107 this way, 108-120 this way. Ms. Weibert stated that having a code that is uniform will really improve the Park Avenue Downtown District. Mr. Sullivan stated that we do allow directional signs.

Mr. Sullivan stated that all property owners in the Park Avenue Downtown District were sent a letter notifying them of this meeting. Mr. Todd Dry stated that he had reviewed 78-70 Prohibited Signs and Allowed Signs. Mr. Dry stated that under prohibited signs, it says that paper signs attached directly to a window or other surface including open/closed were not allowed. Mr. Dry wanted to know if this was correct. Mr. Sullivan responded saying that a paper sign can not be placed in the window but a wooden sign could be used. Mr. Dry also asked for clarification on stenciling the window. Mr. Sullivan stated that the intent to have a nice designed 2 x 2 sign and off set by no more than 6 inches as opposed to having letters plastered all over the window.

Ms. Roselli, Town Attorney, suggested that an Ordinance amending this code, and the 1997 date and the notice date be revised, and for provisions for notice and a new date for compliance and maybe do some housekeeping to address some of the issues to clarify.

Mr. Dubois listed the following:

1. Letter to property owner regarding non-compliance and illustrated sign.
2. Grants are available and include grant applications.
3. Inform owners what kind of signs are allowed and include examples and types.
4. The Ordinance needs to be revised to show a new time sequence of not less than 1 year and not more than 2 years.

Chairman Blakely directed comments to Vice Mayor Daly that he felt the commission should see the presentation made by Patrick Sullivan. Ms. Longtin stated that she agreed with everyone and felt a letter should be mailed out to the businesses that 90% of the businesses are not in compliance and to be active in the meeting and grant money is available. Ms. Roselli, Town Attorney, stated that Mr. Sullivan should report to the Town Commission the outcome of the workshop and the consensus, and then have the Commission give direction.

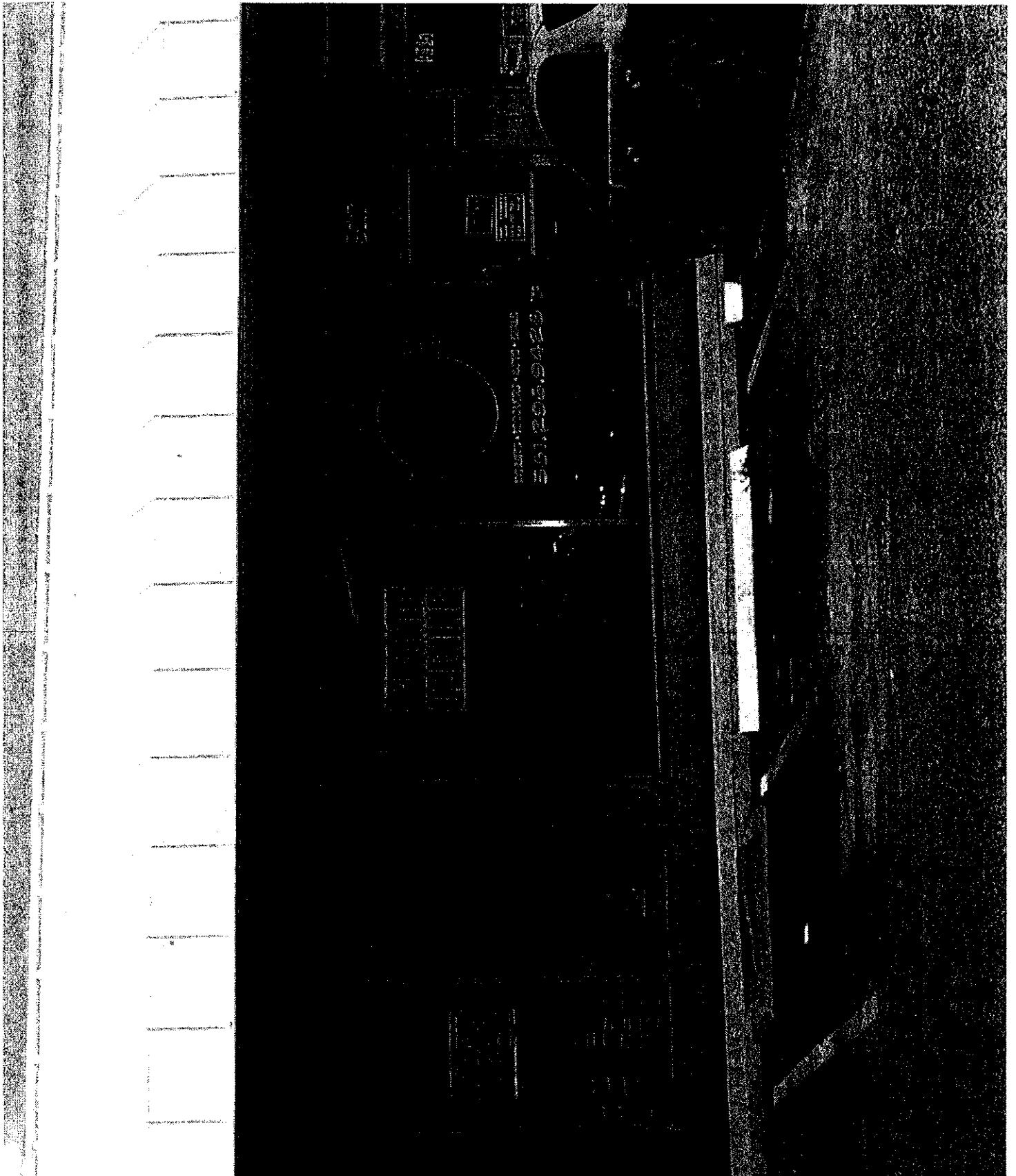
Mr. Dubois made a motion to adjourn. Seconded by Ms. Longtin. The Meeting was adjourned at 8:35 p.m.

2/5/07
Approved

Attest: Sinde Otto

Jeff Blakely
Jeff Blakely, Chairman
2/5/07

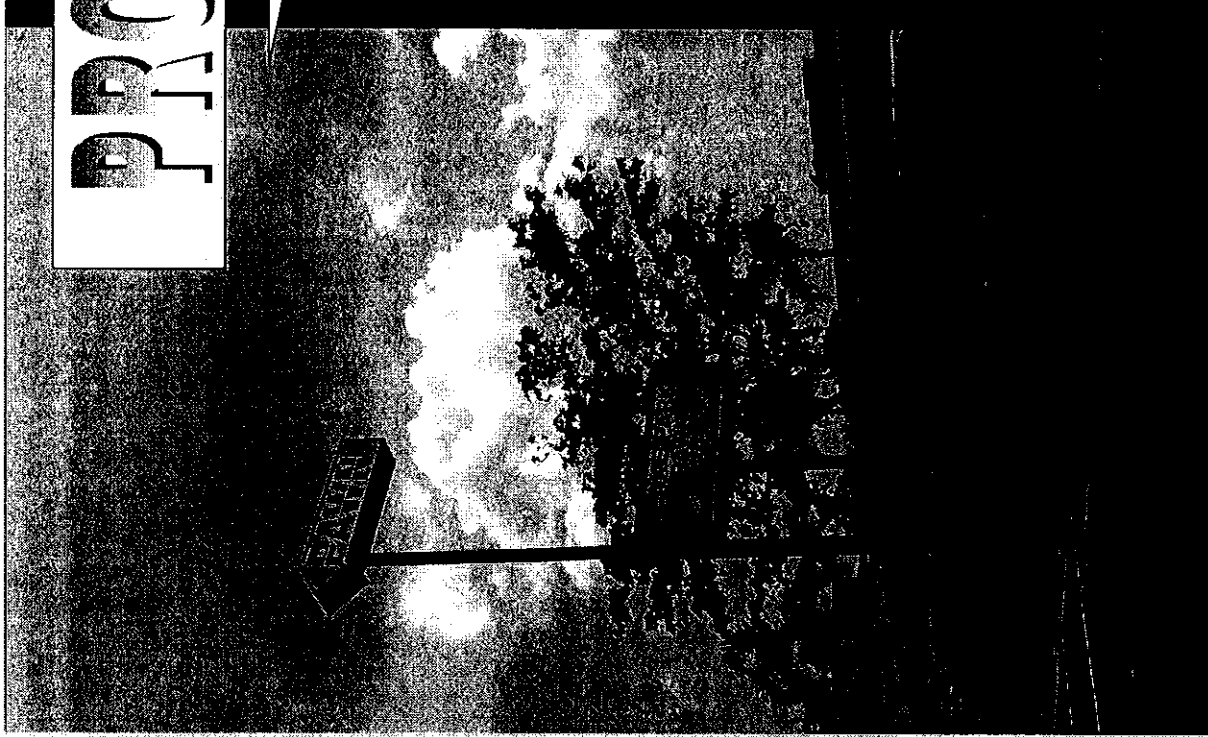
Exhibit "A"



PADD SIGNS

P A D D S I G N S

PROHIBITED



Pole or Freestanding Signs

Monument or Freestanding Signs

P A D D S I G N S

PROHIBITED



Paper or Banner Signs

P A D D S I G N S



Cabinet Signs

PROHIBITED

P A D D S I G N S



Painted Wall Signs

PROHIBITED

PAID SIGNS

Plastic Letters mounted directly on a surface

PROHIBITED



P A D D S - I G N S

PADD SIGNS

PADD Sign Inventory

63 Wall Signs

57 are non compliant

6 Freestanding

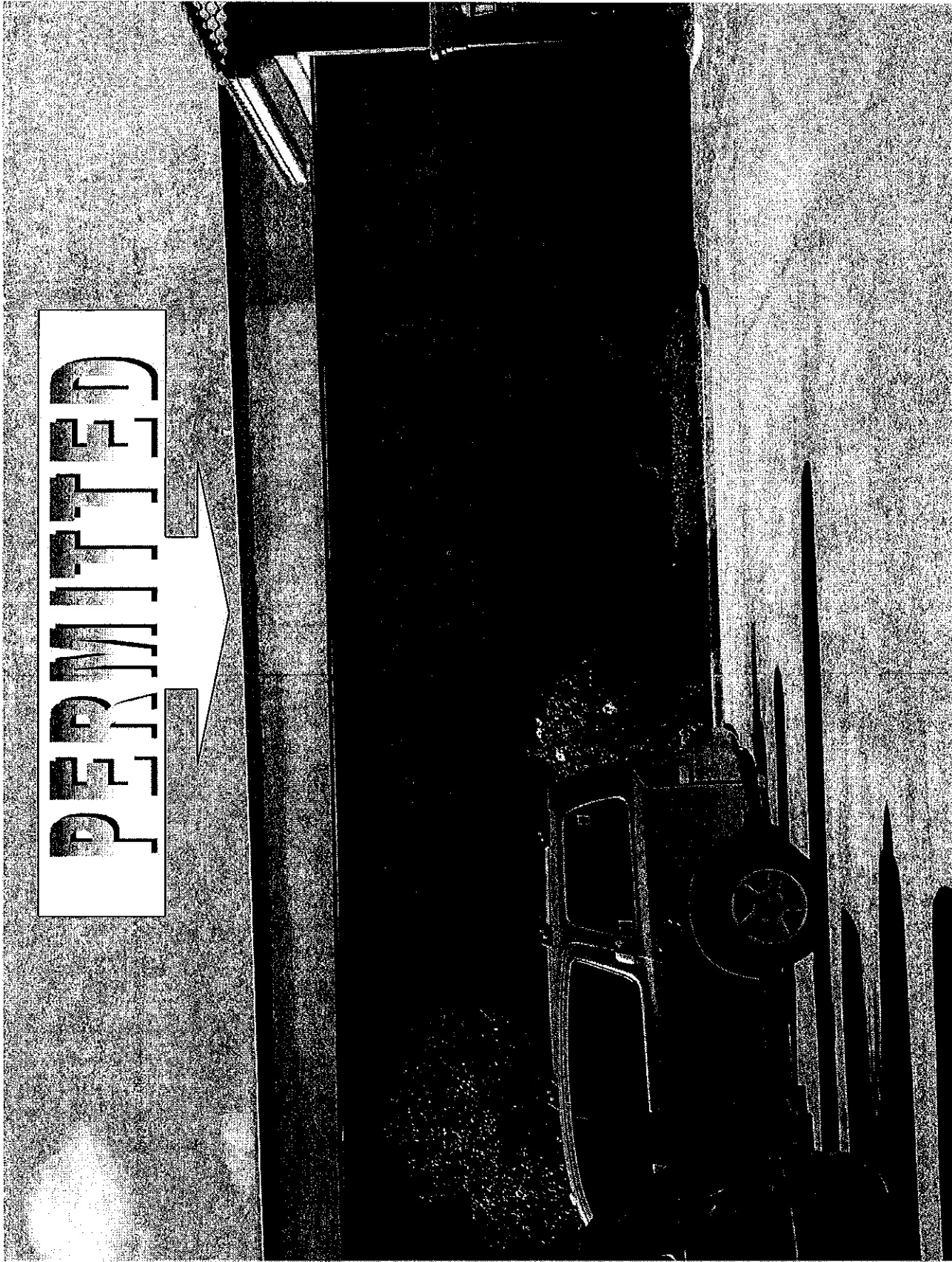
6 are non compliant

1 Awning Sign

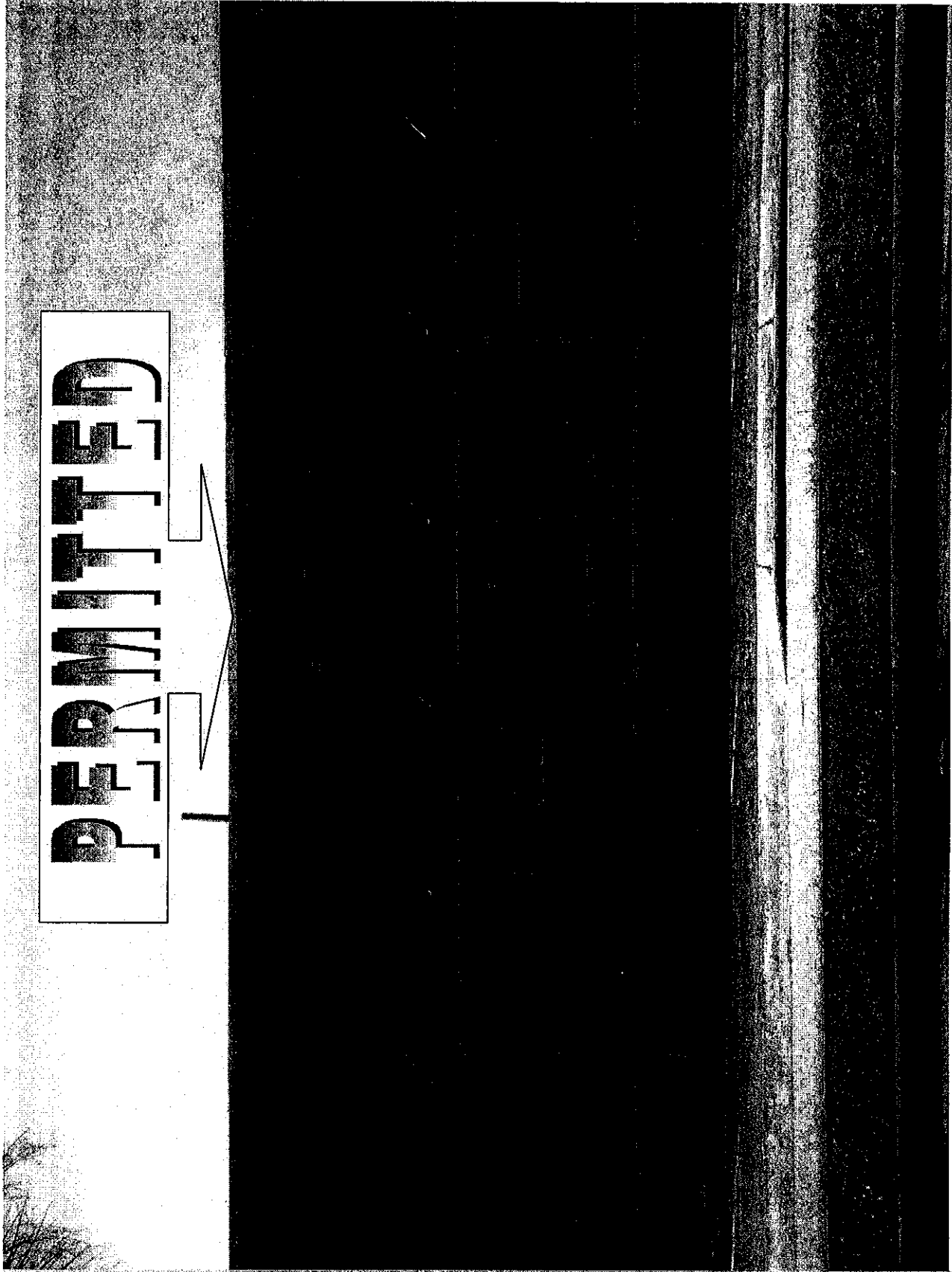
0 are non Compliant

Does not include window signs

P A D D S I G N S



Wall Signs - Aluminum letters

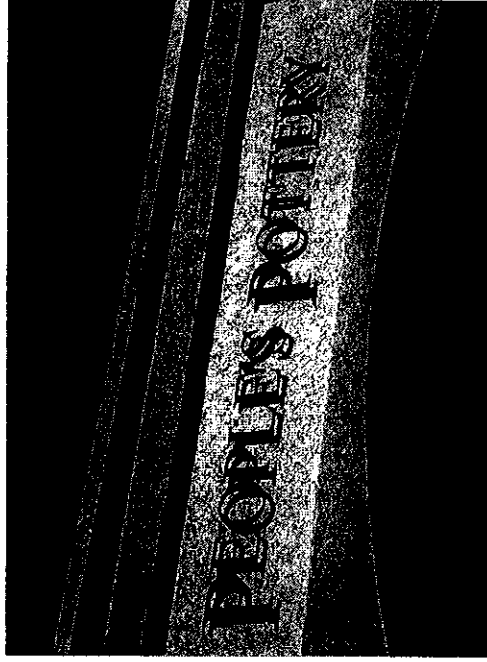
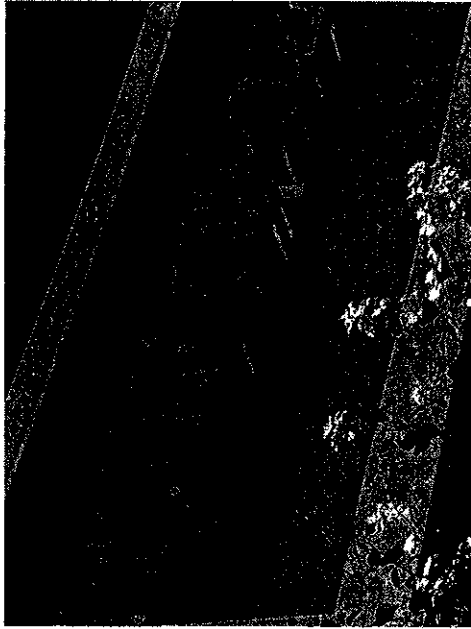


Wall Signs - Metal letters

P A D D S I G N S

PADD SIGNS

PERMITTED

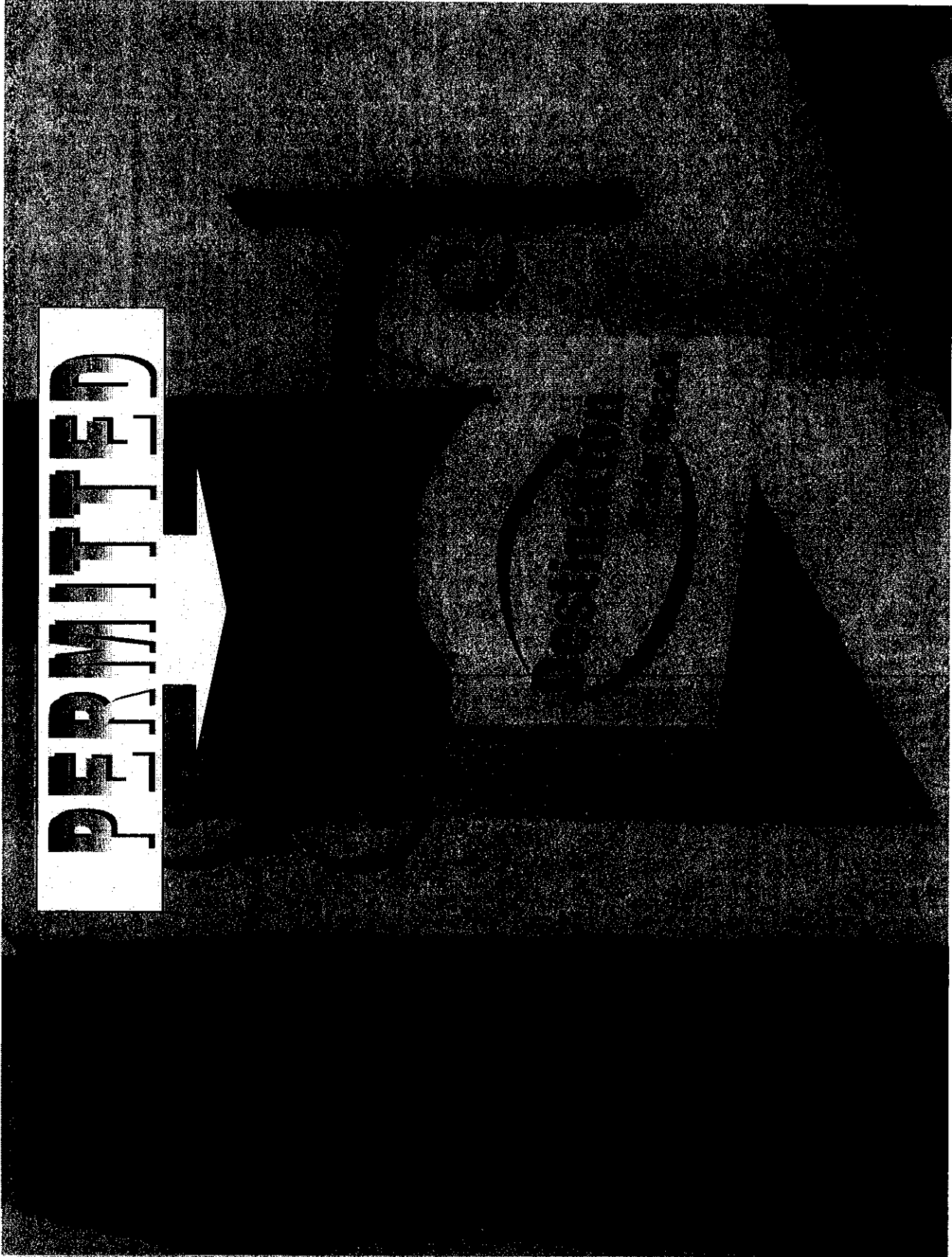


Wall Signs - Aluminum/Metal/Plastic offset letters

PERMITTED

2400 S-625

Awning Signs



Projecting Signs

PADD SIGNS

PERMITTED

Cafe Eder

P A D D S I G N S

Neon Sign using a business name

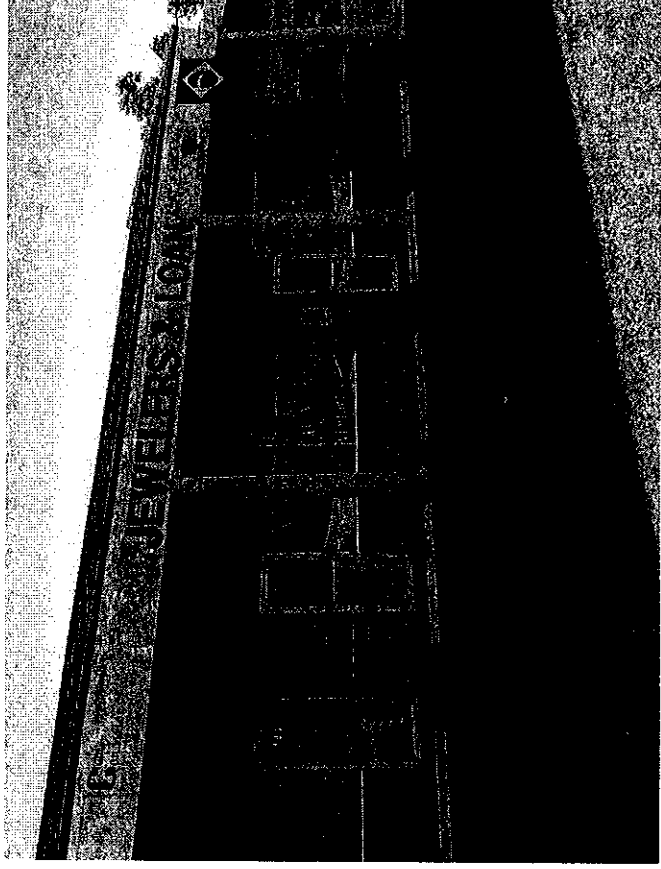
▼ Design Requirements ▲

1. Design to have a consistency with colors, materials and architecture

This



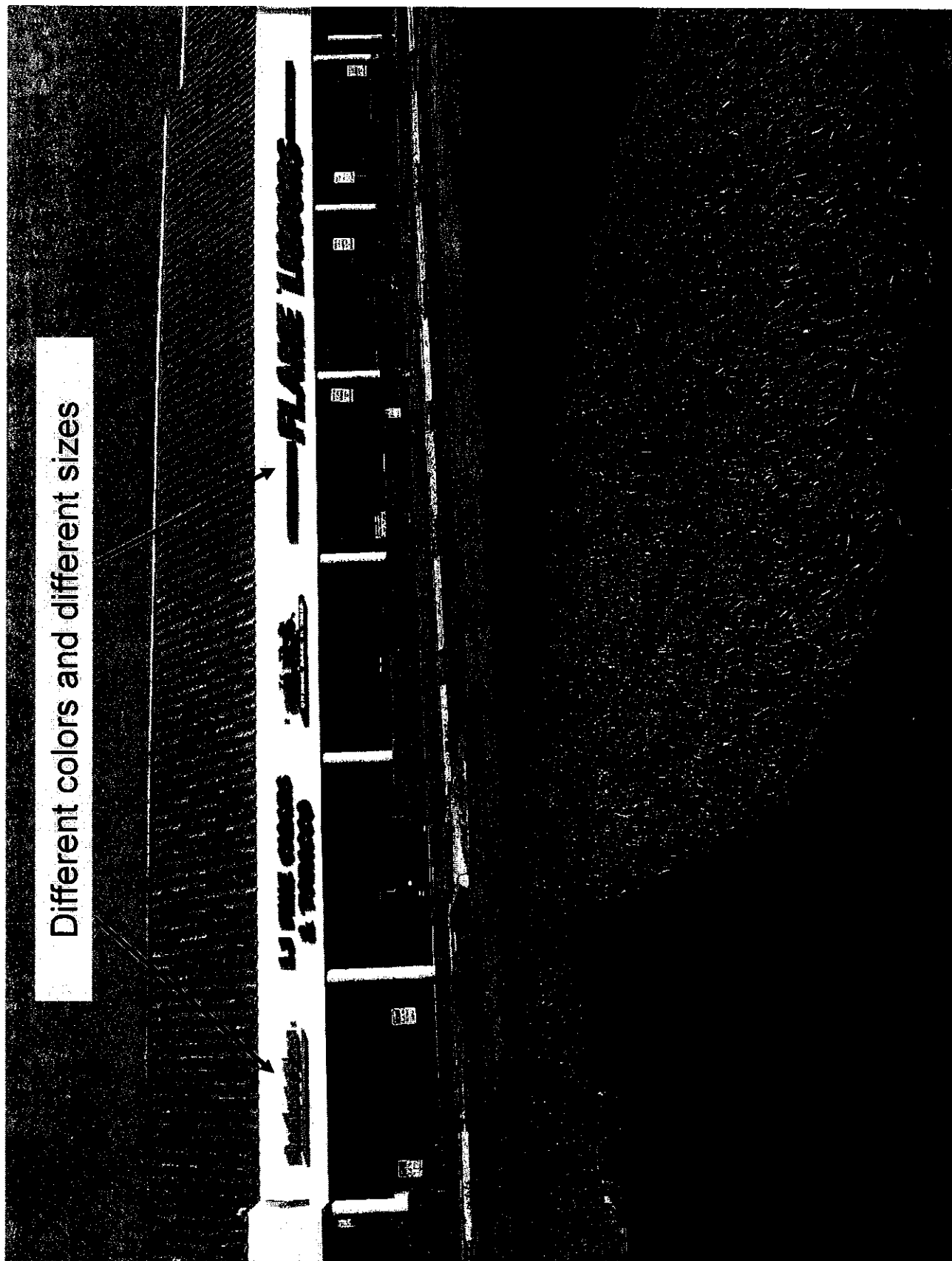
Not This



PADD SIGNS

Examples of Design Inconsistencies

Different colors and different sizes

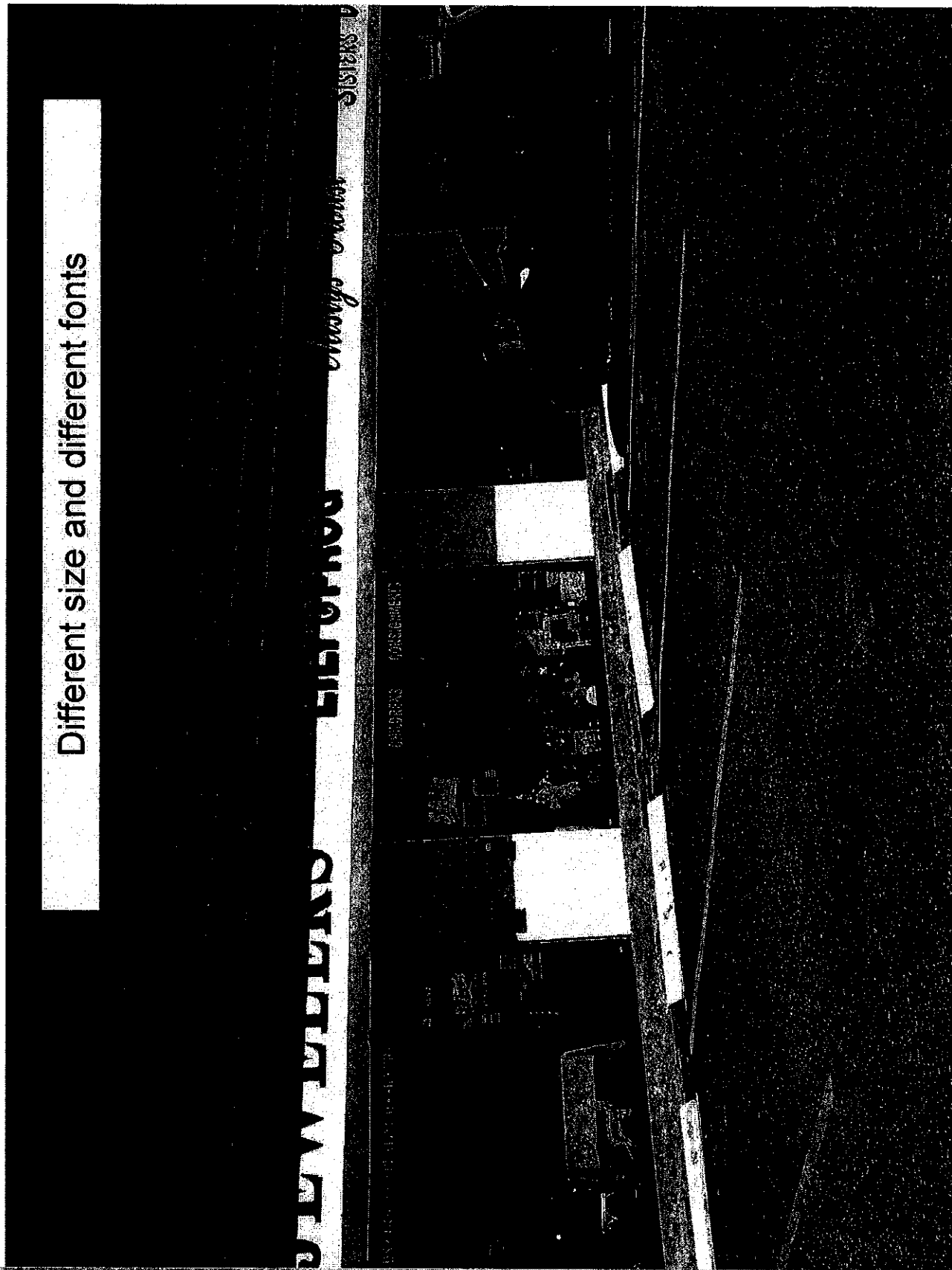


PADD S-025

PADD SIGNS

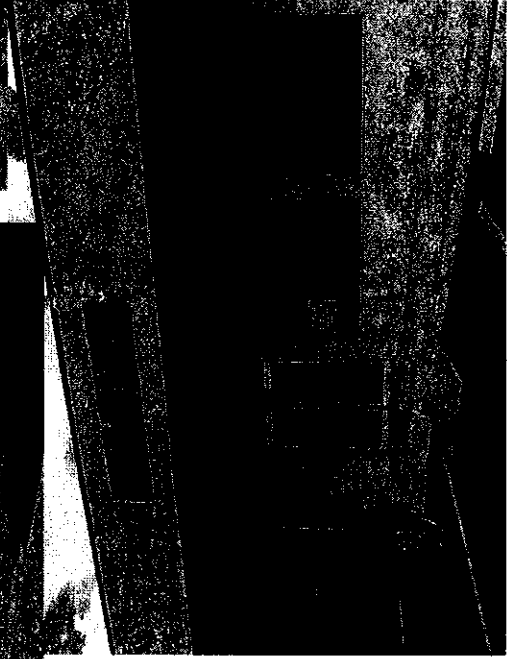
Design Inconsistencies

Different size and different fonts



Design Requirements

P A D D S - I G N S



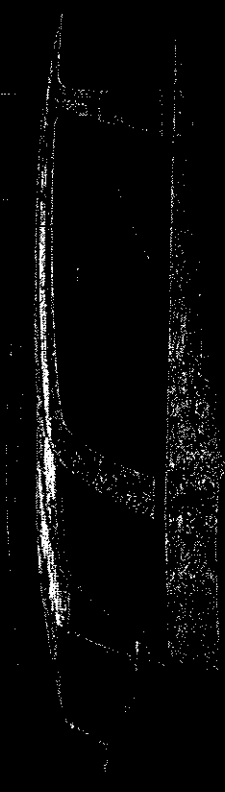
Design Requirements

PADD SIGNS

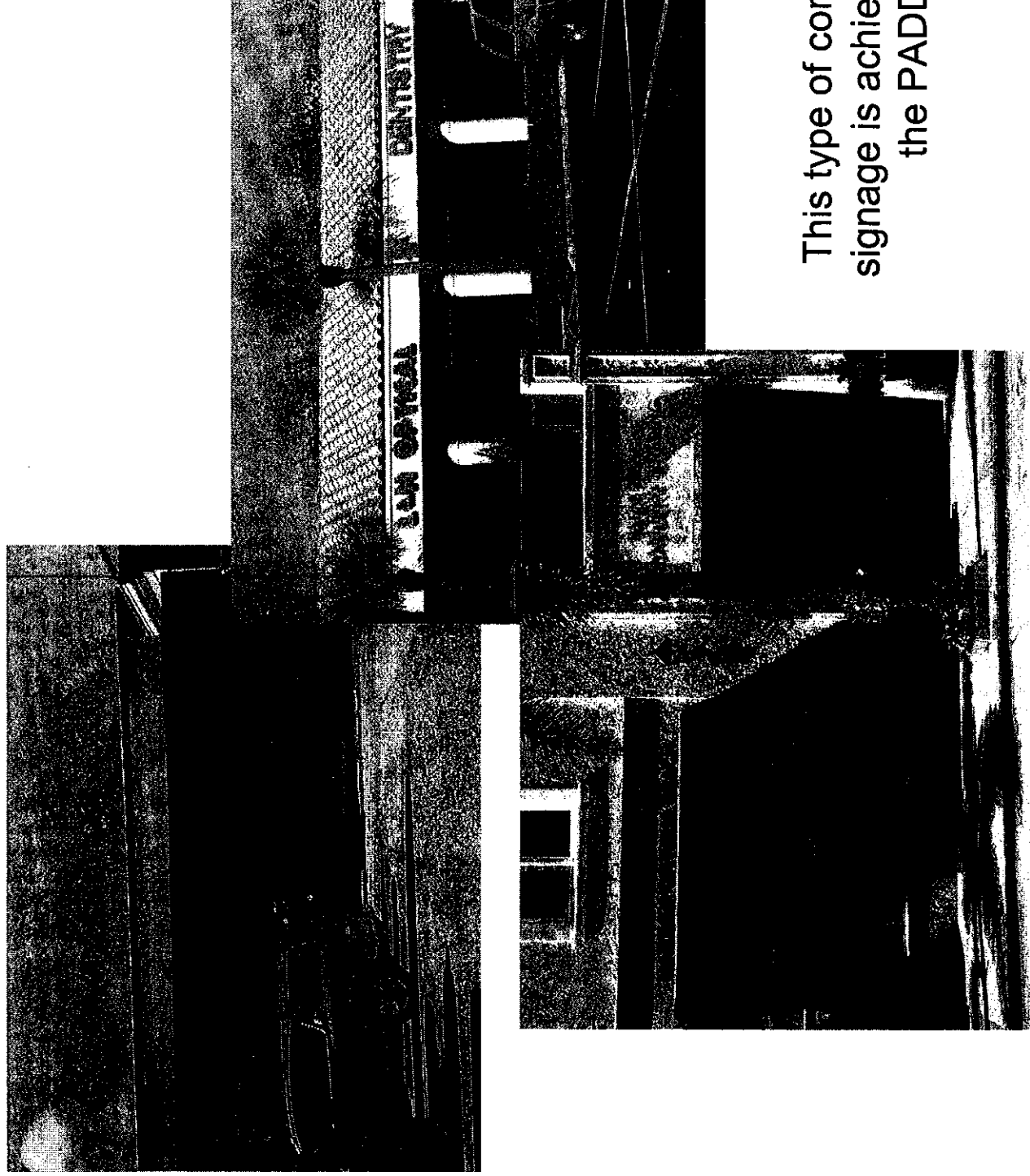
ACOSTUME

DISCOUNT
ON SIGNS

DISCOUNT
ON SIGNS



The code as written provides the tools to require
the appropriate signage for the district



This type of consistent
signage is achievable in
the PADD

PADD SIGNS

Code Requirements

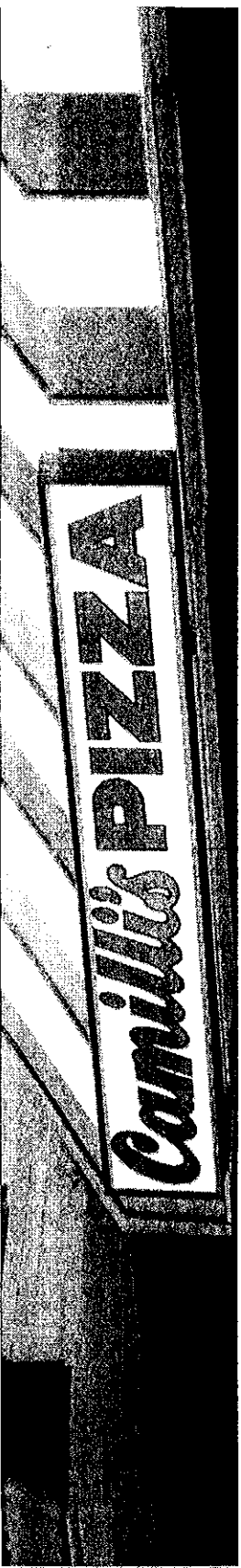
**All non-complying signs were
required to come into compliance by
August 6, 2002.**

**The Town was required to notify all
property owners by October 6, 1997
of the requirement to remove the non-
complying signs**

Neither has occurred

P A D D S I G N S

P A D D S I G N S



Impacts of Enforcement

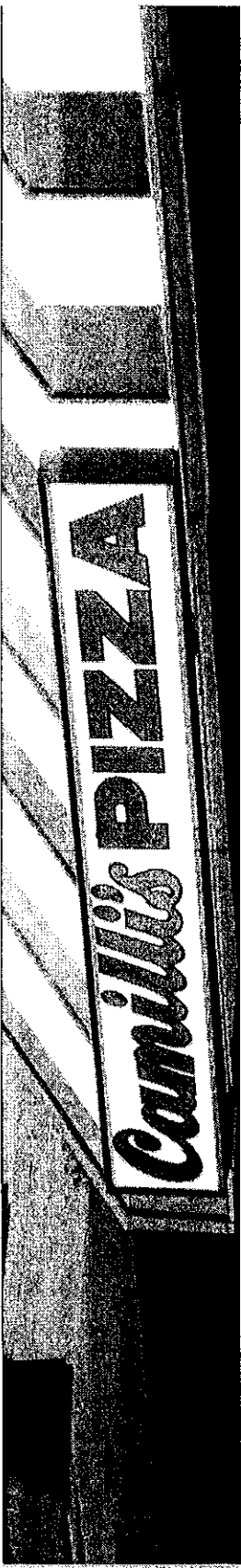
63 signs have to be replaced

(At \$1,000 per sign = \$63,000 expense)

Minimum

Approximately 23 buildings will have to
apply for an approved signage plan for
their building

P A D D S I G N S



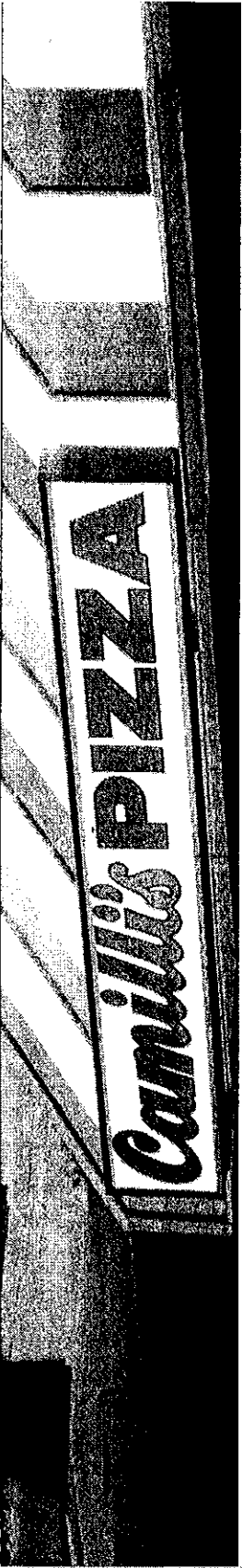
Options

Option 1. Enforce the Code

Issues:

- a. Property owners were not notified that they had to come into conformity.
- b. Placing a significant expense on the business owners.

P A D D S I G N S



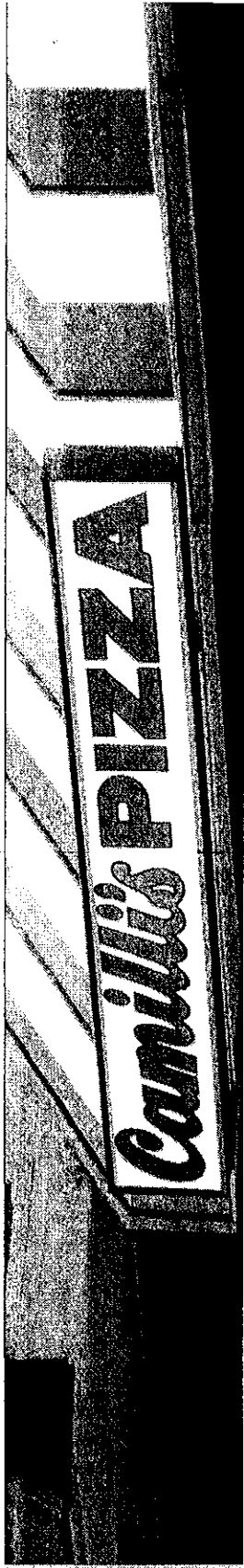
Options

Option 2. Change the Code to allow existing signs to continue

Issues:

- a. Perpetuates the hodgepodge of signs that now exist in the district. Does nothing to improve the aesthetics of the area.

P A D D S I G N S



Options

Option 3. Leave the Code as is. Notify the property owners that they have 6 months to come into compliance. Provide grant money to help defray the cost of conversion.

P A D D S I G N S

Financing

Regions Grant	\$500	} Max award per sign
CRA Grant	\$500	
Business Owner	\$500	Minimum investment

Example:

$$\begin{aligned}
 \text{Sign cost} &= \$2,300 && \$500 - \text{Regions} && \$500 - \text{CRA} && \$1,300 - \text{Owner} \\
 &= \$950 && \$225 - \text{Regions} && \$225 - \text{CRA} && \$500 - \text{Owner} \\
 &= \$400 && \$0 - \text{Regions} && \$0 - \text{CRA} && \$400 - \text{Owner}
 \end{aligned}$$

P A D D S I G N S

Schedule

Feb 1	All non-complying signs identified and sign and property owners notified.
Feb 16	Initial Cost estimate of sign replacement due.
Mar 2	Final Cost estimate due.
Mar 16	Application for Regions Grant Submittal